



Finance Department
General Services Division

REQUEST FOR PROPOSALS (RFP)
Specification No. 18-11209-C
FOR
Cazadero Camp Jensen Dormitory Replacement Design
PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY

ADDENDUM "A"
11/20/2018

Dear Proposer:

Answers to questions that have been received to date are attached.

Proposals must be received no later than 2:00 pm, on Tuesday, December 11, 2018. All responses must be in a sealed envelope and have "**Jensen Dorm Design**" and **Specification No. 18-11209-C** clearly marked on the **outer most mailing envelope**. Please submit one (1) unbound original and (2) unbound copies of the proposal as follows:

Mail or Hand Deliver To:
City of Berkeley
Finance Department/General Services Division
2180 Milvia Street, 3rd Floor
Berkeley, CA 94704

Proposals will not be accepted after the date and time stated above. Incomplete proposal or proposals that do not conform to the requirements specified herein will not be considered.

We look forward to receiving and reviewing your proposal.

Sincerely,

Shari Hamilton
General Services Manager

Addendum “A”
Questions and Answers for Specification No. 18-11209-C
JENSEN DORMITORY REPLACEMENT DESIGN

The City of Berkeley has received questions from some potential respondents regarding Specification No. 18-11209-C, Jensen Dormitory Replacement Design. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. **Question:** Do you have a specific page limitation for the response?

Answer: No, the City does not have a specific page limitation for the response.

2. **Question:** Would you prefer the sections of the response to be tabbed dividers?

Answer: There is no preference for tabbed dividers.

3. **Question:** What are the details for the Site Visit?

Answer: The Site Visit will occur on Monday, November 26th at 11 am. Please use the entrance at 5000 Austin Creek Road, Cazadero, CA, 95421. We will meet at the paved sports court area. The Site Visit is not mandatory.

4. **Question:** Can the City’s boilerplate contract be modified?

Answer: Changes to the City’s Professional Services Contract are strongly discouraged, but may be proposed. Proposed changes may require review, comment, and approval by the City’s Project Manager, Department Director, City Attorney, Finance Manager, Auditor and City Manager for acceptance. Consultants should be prepared to enter the agreement as-is. A copy of the standard agreement is available here:

*[https://www.cityofberkeley.info/uploadedFiles/Finance/Level_3 -
_General/Professional%20Services-Consulting%20Contract%20Feb%202015%20\(3\).pdf](https://www.cityofberkeley.info/uploadedFiles/Finance/Level_3_-_General/Professional%20Services-Consulting%20Contract%20Feb%202015%20(3).pdf)*